

## **VA Child Day Care Council**

**VA Dept. of Social Services  
7 N. 8<sup>th</sup> Street  
Richmond, VA 23219**

**November 13, 2008**

### ***Members Present***

Gail Johnson, Kristi Snyder, Letitia Clark, Nancy Smith, Margaret Collins, Jack Knapp, Kimberly Hulcher, Irene Carney, Charles Finley, Bethany Geldmaker, Kathy Glazer, Susan Hackney, William Harvey, Linda Janulis, Mary Cole, Tracy Cox, and Rosemary Burton.

### ***Absent***

James Hare, Dona Huang, Denise Pearsall, Novella Ruffin, Rose Ann Sharp, Emory Rodgers, Lisa Shelburne, Ellen Nau, and Diane Smalley

### **Call to Order**

The Council meeting was called to order at 10:00 a.m., by Chair Gail Johnson.

### **Welcome & Introductions**

Members and presenters were thanked for attending. Council was provided a copy of the member roster. Although three members were up for reappointment or replacement in June 2008, the Office of the Secretary of the Commonwealth advised they will remain active until advised otherwise.

Resignations received from Donna Peters and Stephanie Jones due to work schedule conflicts.

Ms. Johnson advised she had been reappointed Chair through June 2009 when her second and final term on the Council will expire. Members were encouraged to contact the Secretary of the Commonwealth to encourage Council vacancies be filled.

### **Approval of Agenda**

***ON MOTION DULY MADE (Mr. Harvey) and seconded (Ms. Clark) moved to accept the agenda with the change that Minutes will be voted on while there is a quorum. Motion carried with all in favor.***

### **Minutes**

***ON MOTION DULY MADE (Mr. Harvey) and seconded (Mr. Knapp) moved to accept the Minutes with the following changes: Page 2 -4<sup>th</sup> paragraph –line 2: Change word “am” to “In”; same paragraph- 3<sup>rd</sup> sentence-remove the “h” from “subsidized”: page 3-1<sup>st</sup> paragraph-capitalize the “S” in “social”. Motion carried with all in favor.***

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**Work Session**

Goal work groups met for 1 hour and will present to the entire Council.

**Action Items**

**Periodic Review 22 VAC 15-51 Background Checks for Licensed Child Day Centers**

This action will complete the periodic review of the regulation. Mr. Martin asked members to approve the report for submission to the Department of Planning and Budget and the Secretary of Health and Human Resources as required by the provisions of Executive Order Number 36 (2006). Karen Cullen was on hand to answer any questions from the Council.

Mr. Martin advised that he felt any problem with the background check was in the law and not in the regulation and that any changes can be done at a future date.

***ON MOTION DULY MADE (Ms. Hulcher) and seconded (Ms. Clark) moved to approve the Periodic Review Report without change. Motion carried with all in favor.***

**Information Presentations**

**Regulatory Update**

Richard Martin provided members with a copy of the Status of Regulation Report as of November 13, 2008. A copy is attached to the official minutes housed in the home office. Anyone having questions were encouraged to contact Mr. Martin.

**Update on Child Care Subsidy Program**

Mary Ward advised 55,000 people were served at a cost of \$124 million dollars in fiscal year '08. Last year, the General Assembly provided additional funds in the subsidy program to assist families on the waiting list. An additional \$6 million dollars was received for fiscal year '08 and \$2.5 million for fiscal year '09 (to supplement wrap around program). With this money, we saw an increase of 12% children served.

In fiscal year '07, the waiting list was approximately 9500 children (6000 families) and is currently 7100 children (4500 families).

She advised they continue to work on streamlining subsidy programs to provide statewide consistency. Changes will be implemented over the next several years, with some programs being implemented as early as January 2009.

Ms. Ward advised that a local department can now pay up to \$100 for a registration fee annually. Ms Ward will verify if this fee is per family or per child and report to the Council. She also advised the cap for reimbursing special needs children is now twice the maximum reimbursement rate (those not served through the ADA).

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At a previous meeting she mentioned a federally mandated quality review process. The intent is to establish a national error rate for the subsidy program. The Department of Health and Human Services is phasing this in over the next several years. The requirement is to change the case desk review to determine the eligibility of services in accordance with policy.

Ms. Ward advised they are required by law to do a market rate study of childcare in Virginia. Rates in Virginia are low as is the case in many other states. She said they'd like to raise rates and are looking at ways to do this without additional funds. Any suggestions from Council would be appreciated.

### **Child Day Care Regulation-Upcoming Review**

Lynne Williams advised that Licensing Programs lost five staff due to recent layoff which included the positions of Jeff Williams and Muriel Ezra Evans, both of whom provided research assistance to Council.

Ms. Williams advised that the regulations are moving forward and pleased with the outcomes. Positive feedback from providers is being received.

### **Child Day Care Regulation-Overview of Process**

Richard Martin provided members with an overview of the regulatory process. A copy is attached to the official minutes housed in the home office.

Ms. Johnson stated that the Council represents its own stakeholders so they will take the regulation by sections and establish work groups for input. Workgroups will provide a guidance document on their respective sections of the regulation to be discussed before full Council. An endorsement by Council was requested.

***ON MOTION DULY MADE (Ms. Burton) and seconded (Ms. Clark) moved to endorse the process to have groups review specific areas of the regulation and email their comments by February 15. Motion carried with all in favor.***

Comments are to be emailed to Leslie Knachel prior to February 15. A table format will be used for members to fill in and return.

Leslie Knachel shared a copy of a manual which is a compilation of regulation and guidance document. Members agreed this manual format would be beneficial.

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**January 8, 2009 Meeting Date**

*ON MOTION DULY MADE (Ms. Snyder) and seconded (Ms. Smith) moved not to meet in January, but rather use this date to work on the homework assignment due on February 15. Motion carried with all in favor.*

**March Meeting Date Change**

Due to member schedule conflicts in March, it was requested to hold the meeting on March 10. Passed by general consensus.

**Child Day Care Regulation-Overview of Strategy**

Ms. Johnson provided members with a Child Day Center Regulation Work Plan. A copy of this plan is attached to the official minutes housed in the home office.

**Violation Report**

Debbie Beirne provided Council with a copy of the Standards for Licensed Child Day Centers Violation Report. This report covered June 2005 through November 2008 (9061 inspections). Information within the report also included data on the top ten violations.

Members thanked Ms. Beirne for this excellent report.

**Public Comment**

None

**Other Business**

Mr. Knapp questioned whether input should be gathered from providers in the field in an effort to streamline issues regarding the regulation. It was reported that the DSS website has an area for providers to speak on a specific piece of the regulation. It was suggested that questions could be gathered by Council and emailed to an ongoing distribution list. This will be reviewed at the March meeting.

**Committee Reports**

Goal 1-Ms. Smith advised the committee had created a definition of child care for Council purposes. She advised the survey didn't bode well and that Ms. Muriel Ezra-Evans had put together a document on parent/provider partnerships and how they can grow. It was confirmed that provider training programs are not open to parents due to lack of funds.

Goal 2-Ms. Hackney advised they are waiting to see what data can be obtained from the department since Jeff Williams is no longer here. Already have stats on the number of complaints received and the numbers of valid and/or closed complaints. She reported the allowable variance quarterly report is complete and can be used to look at the standards, technical assistance will be through a manual.

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Ms. Knachel agreed to have stats on number of open and closed facilities due to licensing issues available at the March meeting.

Goal 3-Ms Cox advised she is receiving feedback from Kathy Glazer regarding training being held. There is greater accessibility with the help of the TIPS calendar.

Goal 4-Ms. Burton and Ms. Collins advised they are looking at the financial impact due to legislative changes. A list is being created to track where we receive data. This is important since the Department of Planning and Budget does their economic impact statement after the regulation.

Having JLARC do a study before we move through the regulation was discussed. It was stated that only a legislative mandate could change this; but perhaps using a past JLARC study could be beneficial.

Goal 5-Mr. Finley advised the Op-Ed had been posted to the website. The brochures will be updated and members were requested to send them to legislators and to other providers. They continue to look into a question and answer format on the website. Council decided to divide the legislator 2008 email list and send brochures in a PDF file. Members should contact Ms. Snyder and Mr. Harvey with their contact preferences.

**Chair's Report**

Ms. Johnson advised that November is Adoption Awareness Month and spoke of its importance. As an adopted child himself, Mr. Knapp agreed with the importance of adoption awareness.

**Council Check In**

Please review your Goal change information and send corrections to Ms. Rengnerth.

Ms. Geldmaker advised this is flu season and stressed the importance of hand washing. An array of information was shared with Council. Ms. Geldmaker reminded Council it isn't necessary to use a hand sanitizer after thoroughly washing your hands.

**Adjournment**

With no further business to discuss, the Council meeting adjourned at 2:30 p.m.

Respectfully submitted by Pat Rengnerth.